



Seasonal Food and Nourishment Program Coordinator

Date Posted: April 26, 2024

Department: Food and Farm Program

Position Status: Full-time, Seasonal

Position Duration: May 20- November 1

Exemption Status/Reason: Exempt

Program Overview:

The Vermont Youth Conservation Corps' Food and Farm Program is a dynamic youth development, diversified agriculture, and food security initiative. At VYCC, we believe in the power that food has to connect us to the land, our community, and each other. We engage young people in organic farming and culinary education on our historic campus in Richmond, Vermont. Annually, the program produces 11 acres of organically certified vegetables and 600 pasture raised chickens which are distributed to 400 families through our nationally- recognized Health Care Share project. The Health Care Share is a public health initiative that connects Vermont families who experience barriers to accessing locally grown produce or have a diet-related illness with a weekly vegetable share they pick up at partnering medical centers. Each year VYCC provides employment opportunities to youth and young adults from Vermont and around the country who assist in the daily operations of the farm.

Additionally, the Food and Nourishment component of the program connects the work we do in the field with the food on our plates. Corps Members help prepare lunch with food grown on the farm and share celebratory meals with the larger community. This aspect of the program is intentionally designed to align our work in the kitchen with the seasonal production and harvest of food on the farm. The program provides Corps Members and Leaders with the opportunity for food systems exploration, technical skill development, and hands-on learning in a commercial kitchen environment.

Job Summary:

The Seasonal Food and Nourishment Program Coordinator plays a key role in overall kitchen operations while supervising the Food and Nourishment Leaders and working with crews in the kitchen. Key responsibilities include: weekly food inventory, menu planning, food purchasing, teaching basic cooking skills, and guiding crews in preparing a meal. The Coordinator leads the planning of three community celebration dinners and supports Leaders

to process surplus farm produce into products distributed through the Health Care Share and the VYCC farm stand.

Essential Functions

Food Program Responsibilities:

- Supervise, train, and mentor Food and Nourishment Leaders
- Guide crews in the kitchen to ensure successful meal preparation and hold crews to a high work standard
- Support Leaders as they guide crews in the preparation of daily team lunches
- Design and deliver hands-on culinary education with crews
- Lead the planning of community celebration dinners
- Support Leaders in navigating group dynamics, while cultivating an inclusive VYCC culture and powerful learning experience
- Uphold kitchen safety standards with Leaders, crews, staff and volunteers
- Collaborate with VYCC staff to coordinate weekly food inventories, purchasing groceries, and tracking food budget
- Engage with Leaders in setting goals and chartering personal and professional progress through performance evaluations
- As needed, support farm work including: seeding, transplanting, weeding, harvesting, sashing and packing produce for distribution, and caring for livestock
- Work hard in all types of weather and environments, motivating Leaders and Members to do the same
- Follow and uphold VYCC principles and practices to maintain a safe service site

Program Planning and Support:

- Analyze and incorporate ongoing feedback to refine and improve programming
- Support the development and implementation of hands-on education for Leaders and Members
- Assist with the management of crew logistics
- Evaluate, document, and report on program achievements and challenges
- Communicate effectively with members of the Food and Farm Team, including using Microsoft Teams and Outlook
- Collaborate actively and effectively with VYCC colleagues

Desired Skills & Experience

- Relevant culinary or food service experience
- Basic knife skills and ability to demonstrate basic cooking and baking techniques
- Current Food Handler certification or willingness to get certified
- Experience and/or interest in nutrition education
- Passion and interest in cooking with seasonally available produce
- Experience working with young people and a passion for youth development
- Experience facilitating and managing group dynamics
- Experience supervising, supporting, and providing feedback to teams or crews
- Exceptional time management, organizational and communication skills, attention to detail

- Demonstrated commitment to the values of diversity, inclusiveness, and empowerment
- Ability to handle multiple, often competing, priorities
- Flexible, motivated, responsible and willing to both take direction and work independently

About Vermont Youth Conservation Corps

VYCC is a 501c3 nonprofit focused on engaging young people in service, work, conservation, and agriculture. Since 1985, VYCC staff have provided valuable work and learning opportunities to youth and young adults from across the country and from nearly every town in Vermont. Our model is strong and simple: young people, working together, guided by highly trained leaders, completing priority projects in conservation and agriculture.

Excellence and Equal Opportunity at VYCC

VYCC is committed to being an organization that is inclusive and welcoming for all employees, volunteers, and community members.

Our Workplace

This position is based out of the Vermont Youth Conservation Corps Headquarters Office at the historic West Monitor Barn, in Richmond, VT. Our office is a collegial, bustling, and fun open office atmosphere, which offers staff opportunities to interact and collaborate. Staff members can balance working remotely and on-campus in collaboration with their team schedule, tasks, and all-staff gatherings. Successful staff are able maintain focus and productivity, balance personal initiative and independence, and plug into our team in ways that help us do our best work as an organization. Staff enjoy the perks of the Farm at VYCC and forest campus year-round, as well as the happenings of nearby downtown Richmond.

Compensation & Benefits:

- Salary for this position is \$42,484 annual equivalent, commensurate with experience. Exempt from overtime.
- Medical and dental insurance
- Annual paid time off (PTO) and sick leave
- On-going professional development
- Access to fresh produce from the farm

How to Apply

Please complete our VYCC General Application (<http://bit.ly/VYCCapp>) where you'll upload a cover letter, resume, and contact information for three professional references. Questions regarding this position can be directed to Christine Hadekel at christine.hadekel@vycc.org. No calls, please.